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JOINT MEETING OF THE BUREAU AND THE COMMITTEE OF WAYS AND MEANS

A meeting was held at The Hague on December 10 and 11, 1954.

Congress at Brussels

The International Congress of Libraries and Documentation Centres will be held at Brussels from September 11 to 18, 1955. (See FID Inf. 1954 no. 8/9). Before and during the Congress the *22nd Conference of the FID* will be held: meetings of the Council, the General Assembly (first meeting) and the Study Committees, for which meetings the following scheme has been fixed:

5-11 September		: 22nd Conference FID, sessions of Study Committees (if possible these will be held on 8 to 10 September only)
8	,,	: Opening of Secretariat of the Congress
10	,,	p.m.: 22nd Conference FID, first session of the Council
11	,,	: Visits (Congress)
12	,,	a.m.: Opening session of the Congress
		p.m.: Plenary meeting of the Congress
13	,,	: Joint meeting of the Congress
14	,,	: 22nd Conference FID, discussion of themes pertaining to FID within the scope of the Congress
15	,,	a.m.: as above
		p.m.: Excursions (Congress)
16	,,	a.m.: 22nd Conference FID (as above)
		p.m.: 22nd Conference FID, final session of the Council
		22nd Conference FID, meeting of the General Assembly

17 „ : Plenary meeting of the Congress
18 „ : Excursions (Congress)

Correspondence relating to hotel reservations or any other subject connected with arrangements in Brussels should be addressed to Mr. J. Van Hove, Curator of the Royal Library, rue du Musée 5, Brussels.

Executive secretary for the Congress is Mr. J. A. Baby, 8 rue de Haguenau, Strasbourg (France).

The first volume of Congress papers will appear shortly, containing the general reports. The second volume will appear before the Congress and will contain the communications relating to the general reports. The third volume, the transactions, will appear after the Congress (for further details see FID Inf. 1954 No. 8-9).

Review of Documentation

The members of the Editorial Board will co-operate with the Correspondents in the member countries of FID:

Dr. Coblans : Union of South Africa, U.S.A., Yugoslavia
Dr. Frank : Austria, Germany, Hungary, Switzerland
Mr. Lorphèvre : Belgium, France, Italy, Portugal, Spain
Dr. Ranganathan : India, Indonesia, Japan
Dr. Schultze : United Kingdom, Australia
Dr. Van der Wolk: Denmark, Finland, Netherlands, Norway, Sweden

National Committees who have not yet appointed a correspondent are kindly requested to inform the Secretariat of the FID as soon as possible of the name and address of their Correspondent.

At the meeting it was decided to invite the editors of documentation journals to participate in a *Conference of editors* to be held at The Hague in the spring of 1955 to discuss the possibilities of closer co-operation and mutual aid between these journals and the Review of Documentation.

Manual on Document Reproduction and Selection

The 1954 Supplement appeared in November. The Secretariat will appreciate it if information for the 1955 Supplement can be received before March 31, 1955.

The second part of the Manual will appear in 1955 and will automatically be sent to purchasers of the Manual.

Subscription to the Supplements for the year 1955 should be renewed as soon as possible.

Index Bibliographicus

The revised edition will appear in four volumes. Vol. I, Science and technology, will appear in 1955, Vol. II, Social sciences, Vol. III, Huma-

nities and Philosophy, and Vol. IV, Generalities and Index, will appear in 1956.

Each volume will contain a short index.

Directory of Photocopying and Microcopying Services

A revised edition will appear in the autumn of 1955. Questionnaires are sent to the services listed in the preliminary edition and to about 100 new services. The Secretariat of the FID will be pleased to receive the latest information on national directories and new reproduction services.

FID Guide

The Yearbook of the FID in preparation will be published as FID Guide before the Congress at Brussels. It will contain: an introduction, with a historical survey of the foundation and development of the FID, the Statutes, the list of members and committees, the rules for the development of the UDC, the resolutions incl. those on classification, the complete list of FID publications and the ISO recommendations.

National Members who have not yet returned the corrected information concerning the national committee are kindly asked to send it before February 15, 1955.

Relations with other organisations

The *Conseil International de Bâtiment* has asked for admission as member of FID. On the other hand FID would have consultative status with CIB.

At the request of our committee FID/C 65, Scientific management, the Bureau has authorized the Secretariat to ask the *European Productivity Agency* to give technical and financial assistance to the revision of UDC 65.

Mr. J. Cain will represent the FID on January 13 at the meeting of the *Conseil International de la Philosophie et des Sciences Humaines* (CIPSH).

Conference in 1956

The United Kingdom (Aslib) has invited the FID to hold its 23rd Conference in Britain. The Bureau decided to ask IFLA whether they could agree.

VISITS RECEIVED

The following visitors were received in the period October-December 1954.

Dr. P. Trpinac (Faculté de Pharmacie et Médécine, Belgrade) who was interested in documentation and bibliography in the medical sciences.

Prof. Dr. W. Gleisberg (Landwirtschaftliche Klassifikationskommission, Willinghusen über Hamburg) who informed us of the co-ordination of activities in Germany on agricultural classification (UDC).

Mr. Ligthart (Bouwcentrum, Rotterdam) with whom the mutual membership of CIB and FID was discussed.

Mr. Dan Fink (Det Kongelige Akademi for de Skønne Kunster, Copenhagen) with whom the revision of the Abridged Building Classification (ABC) was discussed.

Mr. J. J. Raaff (Verfinstituut TNO, Delft) on the classification of paints in the UDC.

UNIVERSAL DECIMAL CLASSIFICATION

Proposals for extensions of the UDC

The present list is the continuation of the list published in FID Inf. 1954 No. 7 and contains the proposals up to December 31, 1954. To begin with the next issue, the summaries of the proposals will be published monthly. The more important proposals are printed in bold type.

PE 557 (6 September 1954) Comments up to 6 January 1955.
German proposal mainly adding notions to existing numbers in .00, 15, 17, 301, 328, 342, 35.07 and 35.08.

PE 558 (6 September 1954) Comments up to 6 January 1955.
Dutch and British proposals to extend the classification of (088.7) and 347.772 concerning trade marks etc. (comments have been received and will be published shortly).

PE 559 (6 September 1954) Comments up to 6 January 1955.
French proposals for extension of 330.18 (lately suspended in PE 570).

PE 560 (6 September 1954) Comments up to 6 January 1955.
French proposal to extend the classification of 341.5 to .6 and 347.4.

PE 561 (6 September 1954) Comments up to 6 January 1955.
Various short proposals concerning (588), (675.57), "416", 522.6,

523.164, 531.76 (rectification of PE 538 and PE 556), 532.5.013, 54-19 (text modified to «Alloys generally»), 551.491.561, 551.5 (supplementary to PE 554), 577.161 (rectification of PE 552), 621.396, 621.928.3, 628.978.3, 641.8, 668.582, 686.81, 7.026 and 72.026.

PE 562 (6 September 1954) Comments up to 6 January 1955.
Proposals complementary to PE 524 and PE 528 concerning 623.

PE 563 (10 November 1954) Comments up to 10 March 1955.
Detailed Dutch proposal to revise the text of PE 525 concerning the **apostrophe.** A proposal to use .07 throughout (0); a proposal to restrict the use of .0 auxiliaries and the proposal .007.6 for experts.

PE 564 (10 November 1954) Comments up to 10 March 1955.
Proposals complementary to PE 540 concerning 54- and a proposal to revise the use of auxiliary numbers under **547.**

PE 565 (10 November 1954) Comments up to 10 March 1955.
German proposal substituting PE 538, which was suspended in PE 556, concerning 621-2, **621-762,** 621.133 and 66.026.

PE 566 (10 November 1954) Comments up to 10 March 1955.
Various proposals concerning 535 (Abbesche Zahl), 551.5, 621.3 (resistors), **621.7** (correction of Extension 6 and reinstatement of 621.72 Pattern- and die-making and 621.762 Powder metallurgy), 624.07 (correction of Extension 6), 661.857 and 685.37.

PE 567 (4 December 1954) Comments up to 4 April 1955).
Proposals complementary to PE 530 (for 622) and to PE 524 (for 623).

PE 568 (4 December 1954) Comments up to 4 April 1955.
Various proposals concerning (-9), .009.7, suppression of PE 553 (concerning 581.2, 63-2, 632 and **634.9**), 621-8.08 cancelling PE 552, 656.228, 659.1.02, 66.096.5 and a Canadian proposal for extension of 971.

PE 569 (20 December 1954) Comments up to 20 April 1955.
Proposals by the International Building Classification Committee with a view to the revised edition of the Abridged Building Classification. The proposals form part of PE 507 which was suspended and concern **69.02, 691.87** and **697.**

PE 570 (20 December 1954) Comments up to 20 April 1955.
Various proposals concerning (204) suspending PE 552, 330.18 (suspending PE 559 with a view to a more detailed revision in preparation), 54-412, 551.5 (PE 554 partly suspended), 628.975 (rectification), 656.054.3, 664.28, 667.6 (a few important complementary proposals), 683.84 and 971 (complementary to PE 568).

Proposals in study

330.18, a more detailed proposal replacing PE 559 submitted by the Ministère des Affaires Economiques, Paris.
542, 543/545 and 546 in preparation by Mr. Engel (FID/C 66)
614.84 submitted by FID/C 614.84 but not yet in final form
62- advocating the application of hyphen auxiliaries in all divisions of class 6.
621.791, a British proposal not yet final
663.91, a Swiss proposal which is nearing completion
666.94, a Dutch proposal which is in its provisional form
69, it is expected that the greater part of PE 507 will be authorized by the International Building Classification Committee in the course of 1955.
7.03, PE 547 was suspended, a revised proposal is expected in the beginning of 1955.
91, the Committee on Classification of the Union Géographique Internationale is interested in the revision of UDC 91. Mr. Meynen (Germany) is studying the possibilities,
and a few minor proposals. Recently Dr. Mayer (NIDER) had contact with the Union Internationale du Gaz with a view to the revision of the gas classification in the UDC.

Editions of the UDC

In the series of the English complete edition of the UDC the tables of 678 to 679, Rubbers and plastics and Industries based on stone and other processable materials, appeared at the end of 1954. (British Standards Institution, 2 Park Street, London W.1). The edition contains the text of PE 510 and following PE Notes revising this section.

A complete English edition of 622 to 623 Mining and Military and Naval engineering, is expected soon.

The manuscript of the complete Spanish edition of class 0 has been seen by the FID Secretariat and will probably appear in a few months.

The abridged Spanish edition of the UDC was published earlier in 1954, and may be obtained from the Instituto Nacional de Racionalización del Trabajo, Serrano 150, Madrid.

A preliminary manuscript of the abridged Portuguese edition of the UDC has been seen by the FID Secretariat. The Portuguese editors want to consult their Brazilian colleagues before publication.

An edition of 621.3, Electrotechnics, is in preparation at the Deutsche Normenausschuss.

A special German edition «Fachausgabe Messen, Prüfen, Regeln, Schutz» appeared recently. It contains all UDC numbers pertaining to measurement, control, safety prescriptions and testing. Obtainable from Beuth-Vertrieb G.m.b.H., Berlin W. 15 or Cologne, or from FID (price 22.50 Dutch guilders).

The numbers 10 to 12 of the year 1954 will appear shortly

Photocopying services

DIRECTORY OF MICROFILM AND PHOTO-COPYING SERVICES 1950, 65 pp ..... *f* 4,—

A valuable guide for those who wish to obtain microfilms or photocopies of documents from abroad. 177 services in 45 countries are listed.

Document reproduction and selection

MANUAL ON DOCUMENT REPRODUCTION AND SELECTION, 1953/55, 700 pp ..... *f* 38,—

Articles by leading specialists and containing illustrations, an extensive bibliography and a survey of apparatus and manufacturers. Sections include mechanical, photographic and electronic reproduction, data on materials, costing, standardization, mechanical and hand-sorting apparatus, and staff training. Text in English and French.

In looseleaf form to allow the addition of supplements.

SUPPLEMENTS .....a year *f* 9,60

Classification

UNIVERSAL DECIMAL CLASSIFICATION (UDC)

Published in many languages and applicable to every type of filing system.

Complete editions in English, French and German.

Abridged editions in Dutch, English, French, German, Portuguese (in preparation), Spanish and Swedish.

A trilingual edition (English-French-German) will appear in 1955.

Special editions for building science and for measurement and control.

(Ask for special leaflet *Catalogue of UDC editions)*